TOWNSHIP OF WHEATLAND, SANILAC COUNTY, MICHIGAN

REPORT ON FINANCIAL STATEMENTS (with additional information) Year Ended March 31, 2004

AUDITING PROCEDURES REPORT Issued under P.A. 2 of 1968, as amended. Filing is mandatory.

. —	overnment		,			Local Govern					County	
City		wnshi	ip L	Village	U Other	TOWNS		Fu	HEATL	AND	5A	MILAC
Audit Da		0	-00Y	Opinion		2004	1	ntant Repor	rt Submitted to	_		
MARC		A			, ,					, 20		
prepare	ve audited ed in acco	ı une ordal	nce w	icial Sta vith the	Statement	s of the Gov	remmental	iment an Accountii	id rendered i no Standard	an opinio	n on tina	ancial statements
Reporti	ing Forma	at fo	r Fin	ancial 3	Statements	for Countie	s and Loca	al Units	of Governm	nent in M	lichigan	by the Michigan
We affi	rm that:									∬ M	AY 2	7 222
1. We	have con	nplie	d with	the Bu	ılletin for th	e Audits of L	ocal Units o	of Govern	nment in Mic	chigan as	revised.	
2. We	are certif	ied p	oublic	accour	itants regis	tered to prac	ctice in Mich	igan.		A	UDIT & F	INANCE CIV.
					es" respon nmendatior		en disclosed	d in the fi	inancial state	ements, ir	ncluding	the notes, or in
You mu	st check t	he a	pplica	able box	c for each i	tem below.						
yes	X no	1.	Certa	ain com	ponent uni	ts/funds/age	ncies of the	local un	it are exclud	ed from t	he financ	cial statements.
yes	™ no	2.			accumulate A. 275 of 1		one or m	ore of th	his unit's ur	nreserved	fund b	alances/retained
yes	No no	3.			nstances o ended).	f non-compli	ance with t	he Unifo	rm Account	ing and E	Budgetin	g Act (P.A. 2 of
ges	∑ no	4.				ated the con an order issu						ipal Finance Act
ges	X no	5.	The lof 19	local ur 43, as a	nit holds de amended [l	posits/invest MCL 129.91]	ments which	h do not of 1982,	comply with	n statuton d [MCL 38	y require 3.1132]).	ments. (P.A. 20
yes	⊠ no	6.	The I	local un	it has beer	n delinquent	in distributin	ig tax rev	venues that	were colle	ected for	another taxing
yes	[X] no		eame	ed pens	ion benefit: ling credits	s (normal co:	sts) in the c	urrent ye	ar. If the pla	in is more	than 10	and current year 10% funded and s are due (paid
ges	M no				it uses cre 29.241).	dit cards and	has not ad	opted ar	applicable	policy as	required	by P.A. 266 of
ges	No no	9.	The lo	ocal uni	t has not a	dopted an in	vestment po	olicy as re	equired by F	P.A. 196 o	f 1997 (1	MCL 129.95).
We have enclosed the following: To Be Forwarded							Not Required					
The lette	er of comm	nent	s and	recomr	nendations	·						X
Reports on individual federal financial assistance programs (program audits).								X				
Single Audit Reports (ASLGU).					X.							
	Public Acc	ount	ant (F	irm Nan	1e)				<i>n</i> c			
	RSON	. 7	4CH	rey,	REKNH	ARDT -			۳. ८.	To: :		
Street Ac	<u> </u>		RAI		ST.		City	CAR	0	State	ZIP 49	727
Accounta	ınt Signatu	re	Ju	Lugar.	1 An	Kerson	CIA					

Township of Wheatland, Sanilac County

Table of Contents

	Page Number
INDEPENDENT AUDITOR'S REPORT	
GENERAL PURPOSE FINANCIAL STATEMENTS	
FINANCIAL STATEMENTS:	
Combined Balance Sheet - All Fund Types & Accounts Groups	1 & 2
Combined Statement of Revenues, Expenditures and Changes in Fund Balance - All Governmental Fund Types	3
Combined Statement of Revenues, Expenditures and Changes in Fund Balance - Budget (GAAP BASIS) and Actual – General and Special Revenue Fund Types	4 & 5
Notes to the Financial Statements	6 - 11
FINANCIAL STATEMENTS OF INDIVIDUAL FUNDS	
CURRENT TAX COLLECTION FUND: Schedule of Changes in Assets and Liabilities	12

May 13, 2004

REPORT OF INDEPENDENT AUDITOR'S

Township of Wheatland Sanilac County, Michigan

We have audited the accompanying general purpose financial statements of the Township of Wheatland as of March 31, 2004 and for the year then ended. These general purpose financial statements are the responsibility of Wheatland Township management. Our responsibility is to express an opinion about these general purpose financial statements based on our audit.

We conducted our audit in accordance with U.S. generally accepted auditing principles. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Township of Wheatland as of March 31, 2004 and the results of its operations and its cash flows for the year then ended in conformity with generally accepted accounting principles.

Our audit was made for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The individual fund schedule listed in the table of contents is presented for purposes of additional analysis and is not a required part of the general purpose financial statements of Wheatland Township. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

andrum, Tuckey, Remlandt & Doron, P.C.

ANDERSON, TUCKEY, BERNHARDT & DORAN, P.C. CERTIFIED PUBLIC ACCOUNTANTS



COMBINED BALANCE SHEET -ALL FUND TYPES & ACCOUNTS GROUPS March 31, 2004

	GOVERNM T	ACCOUNT GROUP GENERAL FIXED ASSETS			
ASSETS					
Cash on hand & in bank Fixed Assets	\$ 81,534	\$ -	\$ 12.014		
TOTAL ASSETS	\$ 81,534	\$ -	\$ 12,014 \$ 12,014		
LIABILITIES AND FUND EQUITY			,		
LIABILITIES					
TOTAL LIABILITIES	_				
FUND EQUITY:			-		
Undesignated Investment in general fixed assets	\$ 81,534				
TOTAL FUND EQUITY	81,534		\$ 12,014		
TOTAL LIABILITIES & FUND EQUITY	\$ 81,534	\$ <u>-</u>	\$ 12,014		

See notes to financial statements.

TOTALS (MEMORANDUM ONLY)

REPORTING ENTITY 2004

\$ 93,548
12,014
\$ 81,534

\$ 81,534 12,014 93,548 \$ 93,548

COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - ALL GOVERNMENTAL FUND TYPES YEAR ENDED MARCH 31, 2004

	GI	ENERAL		ROAD FUND	TOTAL (MEMORANDUM ONLY) 2004		
REVENUES:							
Taxes	\$	20,196	\$	32,855	\$	53,051	
Intergovernmental revenue		37,955		•	•	37,955	
Charges for services		3,540				3,540	
Interest and rents		886				886	
Miscellaneous revenues		1,705				1,705	
TOTAL REVENUES		64,282	<u></u>	32,855		97,137	
EXPENDITURES:							
Legislative		8,044				8,044	
General government		21,470				21,470	
Public safety		23,400				23,400	
Public works		14,018		32,855		46,874	
TOTAL EXPENDITURES		66,932		32,855		99,787	
EXCESS OF REVENUE OVER (UNDER)							
EXPENDITURES		(2,650)		-		(2,650)	
FUND BALANCE - BEGINNING OF YEAR		84,184				84,184	
FUND BALANCE - END OF YEAR	\$	81,534	\$	-	\$	81,534	

COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES BUDGET (GAAP BASIS) AND ACTUAL
GENERAL AND SPECIAL REVENUE FUND TYPES
YEAR ENDED MARCH 31, 2004

	GENERAL FUND							
	BUDGET	VARIANCE - FAVORABLE (UNFAVORABLE)						
REVENUES:								
Taxes	\$ 19,659	\$ 20,196	\$ 537					
Intergovernmental revenue	39,669	37,955	(1,714)					
Charges for services	2,900	3,540	640					
Interest	1,100	886	(214)					
Miscellaneous revenue	100	1,705	1,605					
TOTAL REVENUES	63,428	64,282	854					
EXPENDITURES:								
Legislative	8,500	8,044	456					
General government	20,647	21,470	(823)					
Public safety	18,550	23,400	(4,850)					
Public works	15,000	14,018	982					
TOTAL EXPENDITURES	62,697	66,932	(4,235)					
EXCESS OF REVENUES OVER (UNDER)								
EXPENDITURES	731	(2,650)	(3,381)					
FUND BALANCE - BEGINNING OF YEAR	84,184	84,184						
FUND BALANCE - END OF YEAR	\$ 84,915	\$ 81,534	\$ (3,381)					

See notes to financial statements.

ROAD FUND

TOTALS
(MEMORANDUM ONLY)

·E	BUDGET	A	CTUAL	VARIANCE - FAVORABLE (UNFAVORABLE)	B	UDGET		ACTUAL	FA	RIANCE - /ORABLE AVORABLE)
\$	32,075	\$	32,855		\$	51,734 39,669 2,900 1,100 100	\$	53,051 37,955 3,540 886 1,706		
	32,075		32,855	\$ (780)		95,503		97,137	\$	74
						8,500 20,647 18,550		8,044 21,470 23,400		456 823
	33,000		32,855	145		48,000		46,874		(4,850) 1,126
	33,000		32,855	145		95,697		99,787		(4,090)
	(925)	<u>.</u>	-	(925)		(194)		(2,650)		(2,456)
	~		-			84,184		84,184		-
\$	_	\$	<u>-</u>	\$ (925)	\$	83,990	\$	81,534	\$	(2,456)

Notes to the Financial Statements March 31, 2004

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

DESCRIPTION OF TOWNSHIP OPERATIONS & FUND TYPES:

The Township of Wheatland, Michigan covers an area of approximately 36 square miles within Sanilac County. The Township operates under an elected township board and is a general law township. The Township provides many services to its more than 500 residents, including public works, public safety, community enrichment, development, and human services.

The financial statements of the Township of Wheatland have been prepared in conformity with U.S. Generally Accepted Accounting Principals (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the government's accounting policies are described below.

A. REPORTING ENTITY:

In evaluating how to define the government, for financial reporting purposes, management has considered all potential component units. The decision to include a potential component unit in the reporting entity was made by applying the criteria set forth in GAAP, currently GASB Statement #14 "The Financial Reporting Entity."

Based upon the application of these criteria, the general purpose financial statements of the Township of Wheatland contain all the funds and account groups controlled by the Township's Board as no other entity meets the criteria to be considered a blended component unit or a discretely presented component of the Township nor is the Township a component unit of another entity.

B. FUND ACCOUNTING:

The government uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain governmental functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts. An account group, on the other hand, is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources.

Funds are classified into three categories: governmental, proprietary and fiduciary. Each category, in turn, is divided into separate "fund types".

GOVERNMENTAL FUNDS - are used to account for all or most of a government's general activities, including the collection and disbursement of earmarked monies (special revenue funds), the acquisition or construction of general fixed assets (capital project funds), and the servicing of general long-term debt (debt service funds). The general fund is used to account for all activities of the general government not accounted for in some other funds.

PROPRIETARY FUNDS - are used to account for activities similar to those found in the private sector, where the determination of net income is necessary or useful to sound financial administration. Goods or services from such activities can be provided either to outside parties (enterprise fund) or to other departments or agencies primarily within the government (internal service fund).

Notes to the Financial Statements March 31, 2004

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (Continued):

B. FUND ACCOUNTING, (Continued):

FIDUCIARY FUNDS - are used to account for assets held on behalf of outside parties, including other governments, or on behalf of other funds within the government.

ACCOUNT GROUPS – are used to account for fixed assets and long-term liabilities that are not reported in the respective governmental funds.

C. BASIS OF ACCOUNTING:

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increase (i.e. revenues and other financing sources) and decrease (i.e. expenditures and other financing uses) in net current assets.

All proprietary funds are accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets and all liabilities associated with the operations of these funds are included on the balance sheet. Fund equity (i.e. net total assets) is segregated into contributed capital and retained earnings components. Proprietary fund-type operating statements present increased (i.e. revenues) and decrease (i.e. expenses) in net total assets.

All governmental fund types use the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e. when they become both measurable and available). "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The government considers property taxes as available if they are collected within 60 days after year-end. A one-year availability period is used for revenue recognition for all other governmental fund revenues susceptible to accrual. Expenditures are recorded when the related fund liability is incurred. Principal and interest on general long-term debt are recorded as fund liabilities when due.

Those revenues susceptible to accrual are property taxes, federal and state grants, special assessments, licenses, interest revenue and charges for services. Fines, permits and sales tax and other state revenues are not susceptible to accrual because generally they are not measurable until received in cash.

The accrual basis of accounting is utilized by proprietary fund types. Under this method, revenues are recorded when earned and expenses are record at the time liabilities are incurred.

D. BUDGETS AND BUDGETARY ACCOUNTING:

Budgets are adopted on a basis consistent with generally accepted accounting principles. Annual appropriated budgets are adopted for the general and special revenue funds. All annual appropriations lapse at fiscal year-end.

Encumbrances represent commitments related to unperformed contracts for goods or services. The Township does not utilize encumbrance accounting.

Notes to the Financial Statements March 31, 2004

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (Continued):

E. CASH AND INVESTMENTS:

Cash includes amounts in petty cash and demand deposits. Investments included instruments allowed by state statute subsequently described. Investments are carried at fair market value.

State statutes authorized the Township to invest in bonds, securities, and other direct and certain indirect obligations of the U.S. Treasury, which include securities issued or guaranteed by the Government National Mortgage Association; certificates of deposit, savings accounts, deposit accounts, or depository receipts of a bank, savings and loan association, or credit union, which is a member of the Federal Deposit Insurance Corporation, Federal Savings and Loan Insurance; Corporation, or National Credit Union Administration, respectively; and in commercial paper rated at the time of purchase within the three highest classifications established by not less than two standard rating services and which matures not more than 270 days after the date of purchase and not totaling more than 40% of any fund at any time. The Township is also authorized to invest in U.S. Government of federal agency obligation repurchase agreements, bankers' acceptance of U.S. banks, and mutual funds composed of investments as outlined above.

F. RECEIVABLES:

Receivables consist primarily of amounts for taxes and customers charges. No allowance for doubtful accounts is considered necessary and credit risk is minimal because of the large number of customers and the authority of the Township to add receivables to the tax rolls, which are secured by the underlying property.

G. FIXED ASSETS:

General fixed assets are not capitalized in the funds used to acquire or construct them. Instead, capital acquisition and construction are reflected as expenditures in governmental funds, and the related assets are reported in the general fixed assets account group. All purchased fixed assets are valued to cost where historical records are available and at an estimated historical cost where no historical records exist. Donated fixed assets are value at their estimated fair market value on the date received. Fixed assets purchased within the proprietary funds and the non-expendable trust fund are reported as assets within those funds an accordingly, are included on their balance sheet.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Improvements are capitalized and depreciated over the remaining useful lives of the related fixed assets, as applicable.

Public domain ("infrastructure") general fixed assets consisting of roads, bridges, curbs and gutters, streets and sidewalks, drainage systems and lighting systems are not capitalized, as these assets are immovable and of value only to the government. Primarily because of this policy, total expenditures for capital improvements in the governmental funds do not equal total additions to the general fixed assets account group.

H. FUND EQUITY:

Contributed capital is recorded in proprietary funds that have received capital grants or contributions from developers, customers or other funds. Reserves represent those portions of fund equity not appropriable for expenditure or legally segregated for a specific future use. Designated fund balances represent tentative plans for future use of financial resources.

Notes to the Financial Statements March 31, 2004

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (Continued):

I. INTERFUND TRANSACTIONS:

Quasi-external transactions are accounted for as revenues, expenditures or expenses. Transactions that constitute reimbursements to a fund for expenditures/expenses initially made from it that are properly applicable to another fund, are recorded as expenditures/expenses in the reimbursing fund and as reductions of expenditures/expenses in the fund that is reimbursed.

All other interfund transactions, except quasi-external transactions and reimbursements, are reported as transfers. Non-recurring or non-routine permanent transfers of equity are reported as residual equity transfers. All other interfund transfers are reported as operating transfers.

J. MEMORANDUM ONLY - TOTAL COLUMNS:

The total columns on the combined statements are captioned memorandum only to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations or changes in financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Inter-fund eliminations have not been made in the aggregation of this data.

NOTE 2 - CHANGES IN GENERAL FIXED ASSETS:

A summary of changes in general fixed assets follows:

	BALANCE MARCH 31, 2003	ADDITIONS	DEDUCTIONS	BALANCE MARCH 31, 2004
Building and Equipment	<u>\$12,014</u>	\$ -	\$ -	\$12,014
TOTAL	\$12,014	\$ -	\$ -	\$12,014

Notes to the Financial Statements March 31, 2004

NOTE 3 - CASH AND INVESTMENTS:

Cash and investments are held separately by each of the Township's funds.

DEPOSITS:

At year-end, the carrying amount of the Township's deposits was \$81,534 and the bank balance was \$98,945, all of which was covered by federal depository insurance.

Deposits are carried at cost. Deposits of the Township are at banks in the name of the Township Treasurer.

The U.S. Governmental Accounting Standards Board Statements No. 3 risk disclosures for cash deposits are as follows:

<u>CARRYING A</u>	AMOUNT
UNRESTRICTED	RESTRICTED
<u>ASSETS</u>	ASSETS
<u>\$81,534</u>	

\$81,534

All deposits are uncollateralized and insured.

Cash - Checking

INVESTMENTS:

TOTAL

The Township's investments are categorized to give an indication of the level of risk assumed by the Township at year-end. Category I includes investments that are insured or registered, or securities held by the Township's or the Township's agent in the Township's name. Category 2 includes investments that are uninsured and unregistered, with securities held by the counterpart's trust department or its agent in the Township's name. Category 3 includes investments that are uninsured and unregistered, with the securities held by the counter-party, or by its trust department or its agent but not in the Township's name. At March 31, 2004, the Township had no Category 1,2 or 3 investments.

Notes to the Financial Statements March 31, 2004

NOTE 4 - LEGAL COMPLIANCE - BUDGETS:

The Township follows these procedures in establishing the budgetary data reflected in the financial statements.

- Budgetary procedures are established pursuant to Act 621 PA 1978, as amended, which requires
 the Township Board to approve a budget for the Township. Pursuant to the act, the Township
 supervisor prepares and submits a proposed operating budget. This operating budget includes
 projected expenditures and the means of financing them.
- 2. A public hearing is conducted to obtain taxpayers comments.
- 3. The budget is legally enacted through passage of a resolution.
- 4. The Board of Trustees must approve any revisions of the budget.
- 5. Formal budgetary integration is employed as a management control device during the year for the general fund and special revenue funds.
- 6. Budgets for general and special revenue funds are adopted on a basis consistent with U.S. generally accepted accounting principles. Budgeted amounts are as originally adopted, or as amended by the Board of Trustees during the fiscal year. Individual amendments were not material in relation to the original appropriations that were amended.
- 7. The budget is prepared by fund and function and includes information on the past year, current year estimates and requested appropriations for the next fiscal year. Expenditures may not exceed budget at the function level.

NOTE 5 - PROPERTY TAX REVENUE:

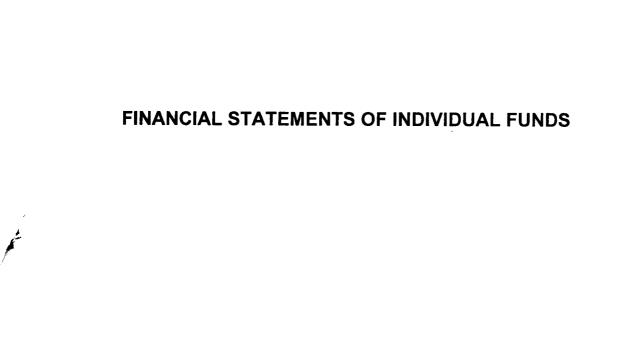
Property taxes become an enforceable lien on the property as of December 1. Taxes are levied on December 1 and are due in February of the following year. The Township bills and collects its own property taxes and also taxes for the county, intermediate school district and school districts. All tax collections are accounted for in the tax collection fund, and agency fund. Township tax revenues are recognized in the fiscal year that includes the December 1 levy date. The Township levied 2.9631 mills. In addition, the Township collected the State Education Tax that was levied July 1 and due September 15.

NOTE 6 - RISK MANAGEMENT:

The Township is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees and natural disasters. The Township carries commercial insurance to cover any losses that may result from the above-described activities. For insured programs, there has been no significant reduction in insurance coverage. Settlement amounts have not exceeded insurance coverage for the current year or the three prior years.

NOTE 7 - PENSION:

The Township has a pension plan, which covers the five board members and zoning administrator. The Township makes an annual contribution of 7.5% of compensation. The contribution for year ending March 31,2004 was \$1,449.



CURRENT TAX COLLECTION FUND STATEMENT OF CHANGES IN ASSETS AND LIABILITIES March 31, 2004

	APR	ANCE IIL 1, 03	_AI	DDITIONS	DEI	DUCTIONS		ANCE CH 31, 04
ASSETS: Cash TOTAL ASSETS	\$ \$	-	\$ \$	451,460 451,460	\$ \$	451,460 451,460	\$ \$	
LIABILITIES: Due to other funds - other units	\$	-	\$	451,460	\$	451,460	\$	_
TOTAL LIABILITIES	\$		\$	451,460	\$	451,460	\$	•

See the accompanying notes.